

City Council Agenda Preview

April 15, 2014

▶ **Presentations**

- ▶ Item 3: Proclamation Declaring April 22, 2014 as Earth Day
- ▶ Item 4: Proclamation Declaring April 25, 2014 as Arbor Day
- ▶ Item 5: Proclamation Designating the Month of April 2014 as “DMV Donate Life California Month”
 - ▶ The City encourages residents to become donors, support collaborative efforts of donation agencies, and help draw attention to the importance of being an organ and tissue donor.

▶ **Consent Calendar**

- ▶ Item 6: Certification of Warrant Register
 - ▶ City Council reviews and approves payment of City invoices. City invoices totaled approximately \$755,788 for the time period reviewed.
- ▶ Item 7: Waive Reading of Ordinances and Resolutions
 - ▶ To save time, the City Clerk will read only the titles of any Ordinances and Resolutions on the public agenda.
- ▶ Item 8: Minutes of the Regular Meeting of the City Council Held on March 18, 2014
- ▶ Item 9: Award of Contract Electronic Document Imaging Services
 - ▶ City Council will consider awarding a three-year contract in the not-to-exceed amount of \$135,000 to Maris Imaging for electronic imaging services to enhance its digital archive and increase public access to disclosable records. The scope of work includes scanning and indexing documents for import into the City's electronic document management system.
- ▶ Item 10: March Monthly Treasurer's Report
 - ▶ The March 2014 Treasurer's Report provides information on the City's investment portfolio. All investments are in compliance with the City's Investment Policy.
- ▶ Item 11: First Amendment to Contract with White Nelson Diehl Evans for Auditing Services
 - ▶ City Council will consider extending a contract for one year with White Nelson Diehl Evans for auditing services for federal grants, Lake Forest Golf Course and Equestrian Center, solid waste franchise agreement, and hotels in the City. The proposed amendment would increase the compensation by \$63,080 for a total contract amount of \$251,480.

City Council Agenda Preview

April 15, 2014

▶ Consent Calendar (continue)

- ▶ **Item 12: Fourth Amendment to Agreement with Stantec for Final Engineering Design Related to Proposed Improvements on Saddleback Ranch Road**
 - ▶ The City Council will consider amending a contract with Stantec to provide final design services for the Saddleback Ranch Road Traffic Calming Project. Proposed improvements include raised center medians along Saddleback Ranch Road, bulb-outs at intersections, a change in the operation of the traffic signal at Fawn Ridge Road to a protected left turn, improved access to Portola Hills Elementary School, and relocation of an existing fence for improved visibility on Pendleton Road. The amendment would increase compensation by \$121,922.
- ▶ **Item 13: Request for Proposals for Graphic Design Services**
 - ▶ The City Council will consider approving a Request for Proposals for graphic design services. The graphic artist will be responsible for designing The Leaflet, Leisure Times, In Business newsletter, and other City brochures. The candidate must be able to effectively combine written content and visual images to display the City's message in a professional and easy to read format.
- ▶ **Item 14: Request for Bids for Newsletter Printing and Mailing**
 - ▶ The City Council will consider approving a Request for Bids for newsletter printing and mailing services for The Leaflet, Leisure Times, and In Business newsletters, as well as delivering the publications to local post offices.
- ▶ **Item 15: FY 2014-15 Action Plan for Community Development Block Grant**
 - ▶ The City Council will consider approving the Fiscal Year 2014-15 Action Plan and authorize staff to submit the Plan to the Department of Housing and Urban Development to secure a \$420,220 grant. The funds would be allocated to nine nonprofit public service organizations. In addition, the grant would go towards housing and neighborhood improvement projects and the City's ADA Access Ramp Improvement Project Phase VIII.
- ▶ **Item 16: Request for Proposal for Community Development Block Grant (CDBG) Consulting Services**
 - ▶ The City Council will consider approving a Request for Proposals for CDBG Consulting Services to assist staff with the technical aspects of grant implementation and compliance required by the Department of Housing and Urban Development. Currently, the City's CDBG Program is managed by an interim consultant to ensure uninterrupted services and that State mandates are met.

City Council Agenda Preview

April 15, 2014

▶ **Consent Calendar (continue)**

- ▶ **Item 17: Fifth Amendment for Building and Safety Services with Interwest Consulting Group**
 - ▶ The City Council will consider approving an amendment with Interwest to continue providing building and safety services. The amendment would increase the contract amount from \$3,450,000 to \$5,450,000. The recommendation is based on significant increases in permits, plan check and inspection activity associated with new residential construction and projected development activity in Fiscal Year 2014-15.

▶ **Discussion**

- ▶ **Item 18: Mid-Year Budget Review**
 - ▶ Staff reviews the budget during mid-year and makes recommendations to the Council regarding revenues, expenditures, and interfund transfers. A summary of ending fund balances are:
 - General Fund \$19.8 million
 - Special Revenue Funds \$2.9 million
 - Capital Funds \$23.6 million
 - Reserve Funds \$19.4 million
- ▶ **Item 19: Legislative and Regulatory Matters**
 - ▶ City Council will receive an update regarding AB 2647, a bill that would provide clarification regarding the transfer of funds from the County of Orange to the Lake Forest Successor Agency. On April 8, 2014, the Orange County Board of Supervisors voted unanimously to support the modified version of AB 2647. The bill is now advancing through the legislative process and will be heard in both Assembly and Senate committee hearings.